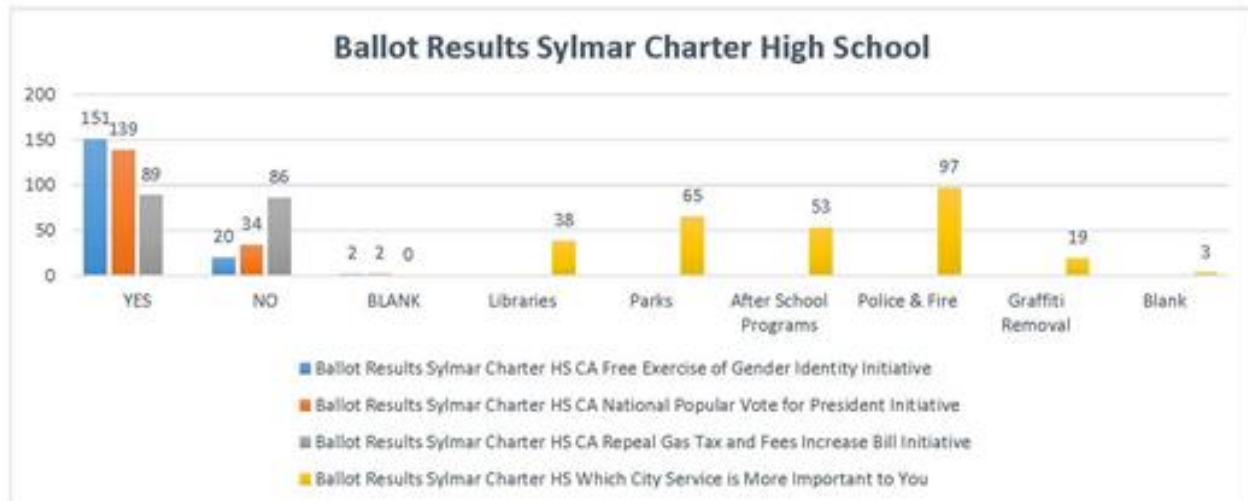## OFFICE OF THE CITY CLERK – PROJECT HIGHLIGHTS AND STATUS

Elections

A Notice of Intention to Recall Council Member Mike Bonin was served to Mr. Bonin's office on Friday, November 3. A previous notification was served on October 31, however, the process did not meet Election Code requirements and the proponents had to serve the notification a second time. The City Clerk received a copy of the Notice on Tuesday, November 7 along with a statement of proof of service. Proponents have 120 days from December 1 to circulate the petition.

The Department received $1,047,451.64 from the Los Angeles Community College District as reimbursement for the administration of the March 7, 2017 Election.

Staff held a mock election at Sylmar High School where over 170 students voted on potential 2018 Ballot Propositions. Below are the results:

Business Improvement Districts (BIDs)

This week, staff mailed 956 public hearing notices for the Wilshire Center Business Improvement District's 23rd year assessments.

The Annual Meeting for the Gateway to LA Business Improvement District was held on November 7 and the BID Consortium meeting took place on November 9.

Records Management Archival Activity

The CAO's Office researched the history of the CAO's Office of the Petroleum Administrator.

A researcher from Cal State Fullerton reviewed the "Untitled Records" from the Mexican era.

The Bureau of Engineering researched the history of the City's policy on placing commemorative plaques on City facilities.

Systems

The Ordinance E-signature workflow module went Live for the Mayor's Office this week. The Mayor's office can now approve ordinances electronically using the in-house developed E-Sign module. Documents can be approved individually or in a batch through a desktop computer or a mobile device, replacing the traditional wet-signature process. Council Actions were also modified to have the same electronic approval process.

Staff attended the technical workshop hosted by ITA. The meeting discussed interfaces and systems processes that allow silo applications to exchange data with the new Payroll and Human Resource system that is pending development. The current City payroll system has limitations on API (Application Programming Interface) for data sharing with other systems.

Upcoming

Council will be in recess Friday, November 10 in observance of Veteran's Day and November 14, 15, and 17 for the National League of Cities City Summit.